

24 December 1974

MEMORANDUM FOR:

SUBJECT : Review of China Familiarization Course

1. In keeping with its objective of review and validation of training, the Office of Training is soliciting the views of knowledgeable officers concerning the China Familiarization Course. This course, offered for many years by the Office of Training, attempts to provide a basic introduction to China for the professional officer lacking specialized area background, but who is assigned to a position dealing with China. The objectives and general pattern of the course are outlined in the attached schedule (of November 1974) which is fairly typical.

2. The course, which runs full time for one week, is handled through a combination of lecture, discussion, readings and films. Presentations are made by OTR officers and by selected guest specialists from other Agency components. The course was given four times a year for the last three years with an average attendance of 15 students. In 1974 it was presented four times but the average attendance was only 11.5. It will be offered two times in 1975. We would appreciate an expression of your views on the relevance of the objectives, the form and content of the course and any opinion you may have as to how effectively it meets requirements as you see them. Any suggestions for improvements will be appreciated. I shall call to discuss this with you within the next two weeks. Meanwhile, if there are any questions or comments, please call me on extension

Chief, Foreign Areas Branch

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<u>Subject</u>	<u>Speaker or Instructor</u>	<u>Date, No. of Hours</u>
<u>Information Science Courses</u>		
Cybernetics (int. econ.)		3 times a yr. in 2 courses 2
Correlation and regression analysis (int. econ.)		All courses 3-6
Linear programming (int. econ.)		All courses 3-6
Statistics (int. econ.)		All courses 3-6
Queueing (int. econ.)		All courses 3-6
Statistics (int. econ.)		Survey Course 2-3
Center for Devel. of Analytical Methods (int. econ.)	Chief, ORD	Functions Course 2

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